

QE Tutor

11PLUSDIY

Managing and Administering the 11PlusDIY Tutor Portal

Tutor Guide

11PLUSDIY – QUATTRO ETHEREAL LTD

Tutor's Guide Version 4.5

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Getting Started

This manual will help you get started with the 11PlusDIY Tutor portal.

Welcome to 11PlusDIY. If you have not already done so, please familiarise yourself with the 11PlusDIY portal and any instructions you may have received from your 11PlusDIY account manager regarding the configuration of your portal.

This manual takes you step-by-step through the setup and quickly prepares you to get the most out of your 11PlusDIY portal. The manual explains each of the available options in detail, including many advanced options which you may not need to begin with. It is however beneficial to familiarise yourself with all the options. This manual includes:

Chapter 2, “Logging On and Your Profile”, describes the process of logging in and editing your 11PlusDIY profile.

Chapter 3, “Setting Up and Managing Student Accounts”, describes the options to create, delete and edit student accounts for your 11PlusDIY portal.

Chapter 4, “Generating and Viewing Tests”, describes the process of Managing Student Groups on your 11PlusDIY portal.

Chapter 5, “Generating and Viewing Tests”, describes the process of Creating and Viewing (called Test Management) on your 11PlusDIY portal.

The manual has been written in an easy-to-use non-technical format. Throughout the manual, special features and tips have been highlighted which offer advice on how to save you time and resources.

YOU WILL NEED

Your Administrator Username and
Password

URL to your Portal (This is **NOT** the
11PlusDIY portal)

This manual has been written for the 11PlusDIY portal. Depending on the options you have selected, and the also the branding of your portal, some of the options may appear slightly different to the Figures and images used to describe them. In some places, alternate images are shown which may be different to your portal, but in most cases, except for the style and branding, there is should be no difference to the user guide.

Chapter 2

Log-in and Profile

This chapter describes the process of logging in and editing your 11PlusDIY profile.

As the Portal Administrator, you have privileges which student users of the Portal do not have. It is important that you keep your Administrator password safe and do not share it with anyone. If you feel that your Administrator password has been compromised, please contact 11PlusDIY via email and talk to your 11PlusDIY account manager.

Your Administrator login gives you access to the following features:

- Create and Edit Student accounts.
- Create and Edit Groups
- Edit student profiles
- Edit and reset student passwords
- Create tests for Students
- Review submitted tests
- View Test Reports
- Manage downloads

Log-in to your Administrator Account

Figure 1 shows the typical 11PlusDIY home page. This home page may look different depending on the branding and styling of your Portal. The **Login** button is located on the top of the screen.

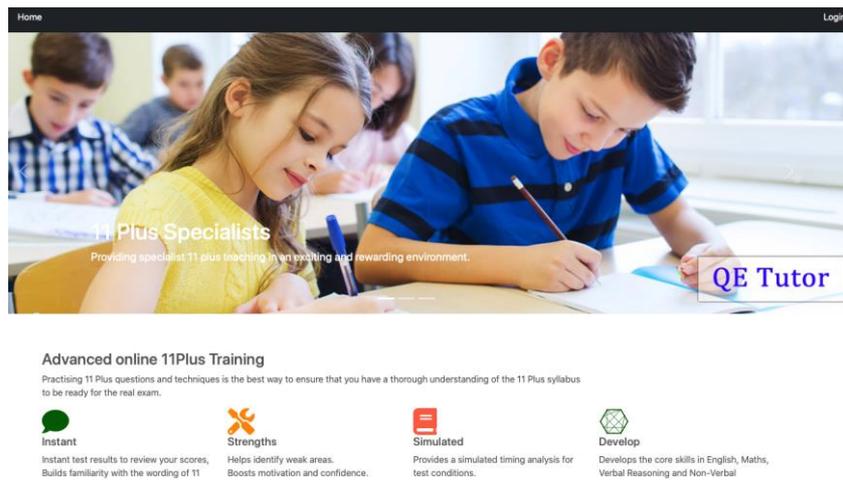


Figure 1

To Log-in, click on the **Login** button. This will bring up the screen to enter your username and password as shown in Figure 2.

Figure 2

TIP

If you have lost or forgotten your Password, use the Forgot Password link below the Login button.

Enter your Administrator Username and Password and click on the **Login** button. Provided, you have entered the correct Username and Password, you should be redirected back to your Home page or any other page configured as the landing page for you. Once you are logged-in, you should see your configured Display Name on the screen along with the **Logout** button as shown in Figure 3.

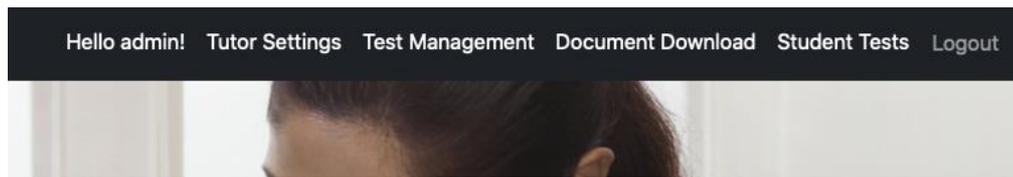


Figure 3

Accessing Tutor Administration

Once you have successfully logged-in, you can access the Tutor Settings Administration Page by clicking on Tutor Settings, Figure 4.

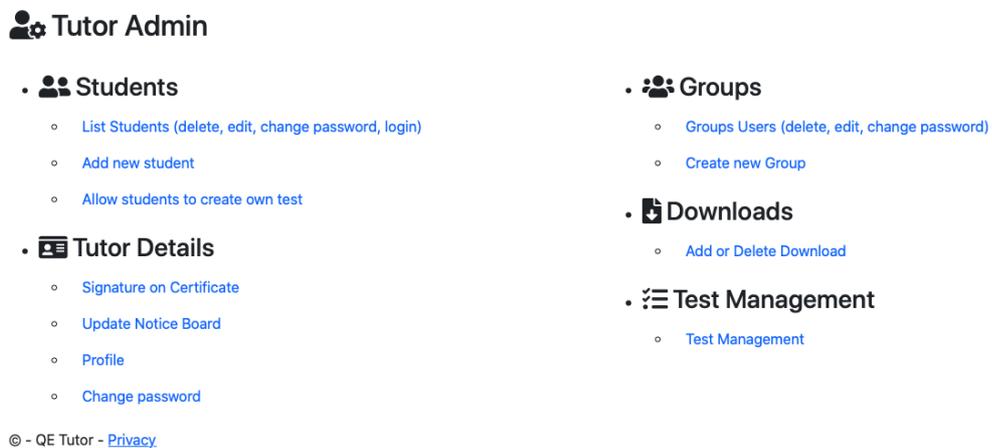


Figure 4

Tutor Details

From the main Tutor Administration Page, within Tutor Details you can manage your profile to

- Change your First Name and Last Name
- Change your Display Name
- Change your email address
- Change your Password

To access your Profile, click on the **Profile** tab shown under Tutor Details. This will take you to the User Profile overview screen as shown in Figure 5

Update Tutor Profile

UserName

Email

FirstName

LastName

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Figure 5

To change your password, click on the **Change Password** section on the **Tutor Details** tabbed menu, enter the old and the new Password and then click on **Change Password** button. The system enforces a policy of password strength and if the password provided is not sufficiently strong, the system will prompt you to enter an alternate password.

Tutor Forgot Password

To reset a forgotten password for a Tutor, use the following URL

<https://YOUR SITE/Tutor/Account/ForgotPassword>

Note: This is only available to Tutors. Students cannot reset their own passwords. Enter your username and an email link will be sent to you to rest your password.

Forgot Password

Username

I'm not a robot 

© - QE Tutor2 - [Privacy](#)

Figure 5A

Certificates

Within Tutor Details section you can manage the Tutor signature on the Student Certificate function, by clicking on the **Signature on Certificate** button shown in Figure 4.

Notice Board

Within Tutor Details section you can manage the Notice Board, by clicking on the **Update Notice Board** button shown in Figure 4.

Logging off

To log off the system, click on the **Logout** button (usually in the upper right corner of the screen) as shown in Figure 3.

Downloads

From the main Tutor Administration Page, within Downloads you can upload, download, delete or edit documents. The documents that a Tutor uploads are available for students to view and download.

To access your downloads, click on the **Add or Delete Download** tab shown under Downloads. This will take you to the User Profile screen, shown in Figure 6.

Upload Document

Description

Upload File

Choose File no file selected

Upload Document

currently using 2.40 MB of 15 MB available.

Document Name	Description	Date Created	Delete	Edit	View
Eng002-Crossword.pdf size 0.66 MB	Verbal Reasoning Codes Crossword	06/May/2021 16:36	Delete	Edit	Download
MA-ST-002.pdf size 0.92 MB	Mock test for Mathematics covering all 11Plus essentials. This can be done as a standard test or as a multiple choice test using the answer sheet. All answers and explanations are included. The test has 60 questions. Recommended time is 50 minutes. The average marks for this test is 70%.	06/May/2021 16:24	Delete	Edit	Download
EN-CW-001 (1).pdf size 0.40 MB	Antonym and Synonym crossword	06/May/2021 16:24	Delete	Edit	Download
MES-VR-10-001_v2 (1).pdf size 0.42 MB	This is a sample 10 Plus VR paper ideal to start preparation for Verbal Reasoning. This paper has been graded as easier in a number of ways:	06/May/2021 16:23	Delete	Edit	Download

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Figure 6

To upload a new document, Choose the file, by clicking the **Choose File** button, complete the document description and press the **Upload Document** button. The new document will appear in the list below and will be available to all students.

The document can be deleted, edited, or downloaded using the buttons against each document line as shown in Figure 6.

Managing Student Accounts

This chapter describes the process of managing student accounts on your 11PlusDIY Portal

There are two types of user accounts. The first is the **Portal Tutor account**. This account has special access and privileges. The second type of account is a **Student Account**. The Portal Tutor or the Portal Administrator account can create, edit Student Accounts, and create groups. Student accounts are managed from the Tutor Administration page shown in Figure 7.

• Students

- [List Students \(delete, edit, change password, login\)](#)
- [Add new student](#)
- [Allow students to create own test](#)
- [Bulk delete students](#)

Figure 5

Listing Accounts

Clicking on the **List Students** tab should display all the accounts currently registered on the Portal as shown in Figure 6.

 **Students**

[Add a new Student](#)

You currently have 115 students out of 15 allowed.

Username	First Name	Last Name	Created Date	Last Login	Update	Delete	Update Password	Login	
Flexidy1	Holli	Mattessen	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Rank2	Ethel	Adriaens	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Zaam-Dox3	Shandie	Iacovides	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Voltsillam4	Scot	Redd	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Aerified5	Lorry	Joannet	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Vagram6	Gretal	Wellfare	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Wrapsafe7	Pietro	Millom	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results

Figure 6

Creating a New Student Record

To create a new Student Record, click on the **Add New Student** tab shown in Figure 7.

- [Add new student](#)

Figure 7

Clicking on the **Add New Student** should redirect you to the form for entering Student account details as shown in Figure 8.



Create User

[Back](#)

You currently have 115 students out of 115 allowed.

Username

First Name

Last Name

Password

Confirm password

[Create](#)

You currently have 115 students out of 115 allowed. Delete some existing Students or contact support.

Figure 8

Enter the student details in the form and then click on the **Create** button. The password entered will be checked for compliance with the password policy. If it is not sufficiently strong, the system will prompt you to enter an alternate password.

Allowing Students to Create Tests

The Portal Tutor can decide if students are able to create their own tests, by clicking on the “**Allow students to create own test**” button shown in Figure 7 and answering the Yes/No question in the dropdown tab.

Editing Student Profiles

The Portal Tutor can edit all Student account profiles and reset their passwords. Any

student accounts are clearly distinguishable in the listing grid view as they have the **Edit Update, Delete, Update Password, Login or Export Student Results** buttons as shown in Figure 9.

Students

[Add a new Student](#)

You currently have 115 students out of 15 allowed.

Username	First Name	Last Name	Created Date	Last Login	Update	Delete	Update Password	Login	
Flexidy1	Holli	Mattessen	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Rank2	Ethel	Adriaens	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Zaam-Dox3	Shandie	Iacovides	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Voltsillam4	Scot	Redd	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Aerified5	Lorry	Joannet	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Vagram6	Gretal	Wellfare	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Wrapsafe7	Pietro	Millom	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results

Figure 9

To edit an existing student account, click on the **Update** button. This will open the selected account for editing in the **Update Student** page, shown in Figure 12.

Update Student

[Back](#)

Id
5902f213-2025-414f-bcb2-def5e147ef8

UserName
Flexidy1

FirstName
Holli

LastName
Mattessen

[Update](#)

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Figure 10

To edit the First Name, Last Name, enter the details on the screen and click on **Update**. Any changes made are not persisted unless you click on **Update**.

To return to the accounts listing page, click on the **Update**. button.

Changing and Resetting Passwords

To change Student password, click on the **Update Password** button of the Students Screen. Clicking on this button takes you to the change student password screen shown below in Figure 13.

Students

Add a new Student

You currently have 115 students out of 15 allowed.

Username	First Name	Last Name	Created Date	Last Login	Update	Delete	Update Password	Login	
Flexidy1	Holli	Mattessen	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Rank2	Ethel	Adriaens	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Zaam-Dox3	Shandie	Iacovides	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Voltsillam4	Scot	Redd	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results
Aerified5	Lorry	Joannet	05/07/2021 17:02:58	01/01/0001 00:00:00	Update	Delete	Update Password	Login as Student	Export Student Results

Figure 11

To change the user password, enter the new password and confirm it, and then click on the **Change User Password** button. Successful changing of the password will result in a message being displayed “**Password changed**” Figure 12. In case of failure, appropriate error or warning message will be displayed here.

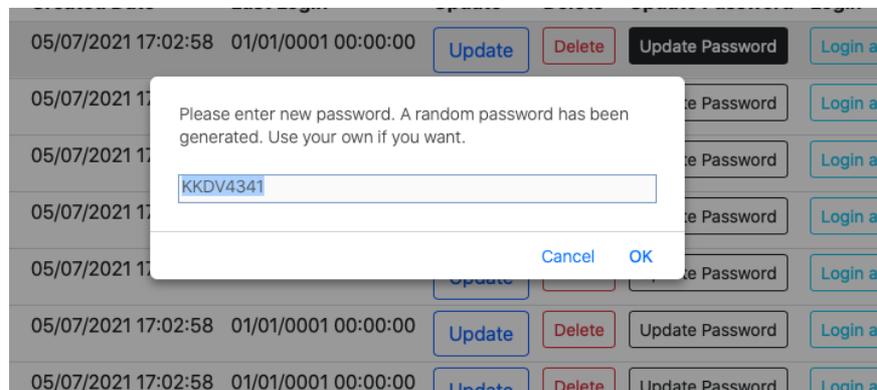


Figure 12

To return to the accounts listing page, click on the **Close** button of the **Change Student Password** page.

Deleting Accounts

To delete a student account, click on the **Delete** button in the grid view listing all the student accounts (see Figure 6). Accounts once deleted cannot be retrieved and all tests associated with the deleted accounts will be lost.

Login as Student

By clicking on **Login as Student** button the Tutor login session will logout and a session will begin logged in as a student.

Export Student Results

To Export Student Results to Excel, click on the **Export Student Results** button in the grid view listing all the student accounts (see Figure 6). This will automatically export all the students results to an Excel spreadsheet in your Download area.

Bulk Delete Students

Bulk Delete Students

Check All

<input type="checkbox"/>	Username	First Name	Last Name	Created Date	Last Login
<input type="checkbox"/>	Andalax17	Mycah	Alyoshin	07-May-2021 05:02 PM	01-Jan-0001 12:00 AM
<input type="checkbox"/>	Sonair18	Cornelle	Geekie	07-May-2021 05:02 PM	01-Jan-0001 12:00 AM
<input type="checkbox"/>	Fix San19	Bob	Canlin	07-May-2021 05:02 PM	01-Jan-0001 12:00 AM
<input type="checkbox"/>	Cookley20	Isac	Stockle	07-May-2021 05:02 PM	01-Jan-0001 12:00 AM
<input type="checkbox"/>	Alpha21	Claudie	Becenil	07-May-2021 05:02 PM	01-Jan-0001 12:00 AM
<input type="checkbox"/>	Lotlux22	Raquel	Michal	07-May-2021 05:02 PM	01-Jan-0001 12:00 AM
<input type="checkbox"/>	Biodex23	Flin	McCartney	07-May-2021 05:02 PM	01-Jan-0001 12:00 AM
<input type="checkbox"/>	Zaam-Dox24	Mathilda	Cathee	07-May-2021 05:02 PM	01-Jan-0001 12:00 AM

Delete Selected

Figure 13b

To delete multiple student accounts, select each student in the grid view listing all the student accounts (see 14b). Accounts once deleted cannot be retrieved and all tests associated with the deleted accounts will be lost.

Managing Groups

This chapter describes the process of Managing Groups on your 11PlusDIY Portal.

There are configuration options which affect the way in which your students are managed as part of Groups, located on the Tutor Administration page. These options are explained below.

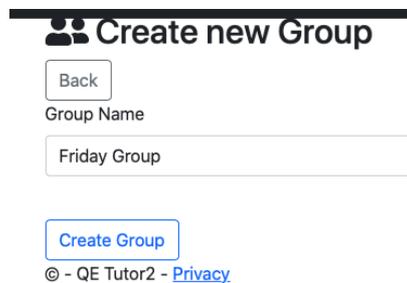
Creating Groups

To create new Groups, Click the **Create new Group** button on the Tutor Administration page as shown below in Figure 15.

-  **Groups**
 - [Groups Users \(delete, edit, change password\)](#)
 - [Create new Group](#)

Figure 15

In Create new Group page, type the new Group Name in the Group Name box as shown below in Figure 16 and click the **Create Group** button. A message will be displayed showing the Group has been created. Click on the **Back** button to return to the Groups page.



Create new Group

Group Name

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Figure 16

Managing Groups

Clicking on the Groups Users tab should display all groups information currently registered on the Portal as shown in Figure 17.

 **Groups**

[Create New Group](#)

Id	Group	Delete	Students
492	Tuesday Group	Delete	Students in Group
494	Wednesday Group	Delete	Students in Group
496	Saturday Group	Delete	Students in Group
497	Sunday Morning Group	Delete	Students in Group
499	Sunday Afternoon Group	Delete	Students in Group
501	Monday Group	Delete	Students in Group
502	Sunday Evening Group	Delete	Students in Group
509	Thursday Group	Delete	Students in Group
510	Friday Afternoon Group	Delete	Students in Group

Figure 17

Add Students to Groups

To add users to a Group, choose the student from the dropdown menu and click the **Add students to Group** button as shown below in Figure 18.

Add Student to Group

Group : Tuesday Group

Student [Add student to Group](#)

Aerified38

Username	First Name	Last Name	Remove
Ventosanzap10	Emlyn	Marzella	Remove Student from Group
Voyatouch14	Arleta	Bernier	Remove Student from Group
Aerified38	Katerina	Loker	Remove Student from Group
Lotlux40	Ernesto	Tribe	Remove Student from Group

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Figure 18

Removing a Student from a Group

To remove a student from a Group, choose the student from the dropdown menu and click the **Remove Student from Group** button as shown below in Figure 18.

Delete Groups

Clicking on **Delete Group** button will delete selected group in Group dropdown as shown below in Figure 19. Click OK on the prompt to confirm deletion of the Group.

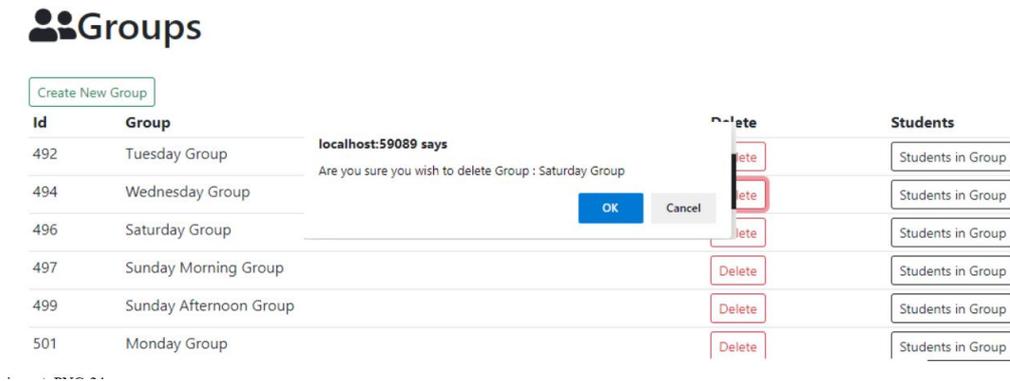


Figure 19

Chapter 5

Test Management

This chapter describes the process of Creating and Viewing (Test Management) on your 11PlusDIY Portal.

There are a number of configuration options which affect the way in which you and your registered students generate tests. These options are explained below. To alter and change any of these options, please contact 11PlusDIY helpdesk via email or the telephone number provided.

Student v/s tutor Test Generation

There are two ways to generate tests in 11PlusDIY.

1. Students generate tests and are free to generate as many as they want. All tests submitted by students are available to the tutor to review.
2. Students cannot generate tests. Only the Tutor can generate tests which are then available to students. The advantage of this mode is that all students receive the same test questions, and it is easier to compare and benchmark students. All tests submitted by the students are available to the tutor to review. The Tutor decides which subjects (or combination thereof) to include in the tests providing control over questions. The Tutor can also create tests for a specific student.

In the **Test Management** module (See Figure 20) the Tutor can create tests for all students, a group of students or a single student by selecting the button at the top of the screen. If a group or single student is chosen for a test, the group or student can be selected from the dropdown menu.

The screenshot shows the 'Test Management' interface. At the top, there are tabs for 'Create Test', 'Existing Tests', 'Favourites', and 'Reports'. Below these are three buttons: 'All Students', 'Group', and 'Single Student'. A dropdown menu shows 'Annadiane Scarlin (Job41)'. Below that, there are four form fields: 'Questions per test:' with a dropdown set to '30 Questions'; 'Select Test Type:' with a dropdown set to 'Combined Test'; 'Question Group:' with a dropdown set to 'Select'; and 'Description:' with a text box containing 'Combined Test 16/05/2021 14:50'. At the bottom, there is a 'Create Test' button and a copyright notice: '© - QE Tutor2 - Privacy'.

Figure 20

The Test Management module (See Figure 20) allows Tutors to create tests for either 30 or 50 questions per test from the Questions per test dropdown menu.

To select a specific subject, use the Select Test type from the dropdown list and select type of question from Question Group dropdown.

Remember to press the **Create Test** button to complete the test set up and answer Yes to confirm you’re creating a new test.

Selecting Test Subjects

The 11PlusDIY questions database contains the following subjects:

1. Mathematics
2. Verbal Reasoning
3. Non-Verbal Reasoning
4. English
5. Vocabulary
6. Combined

Test

Viewing Tutor Tests

All tests created test by the tutor can be viewed on Existing Tests tab on main menu under Test Management as below shown in Figure 21.

Existing Tests

Test Id	Creation Date	Description	Clone Test	View Test	View Results	Delete Test	Export to Excel
1102068	17-May-2021 05:58 PM	Combined Test 17/05/2021 17:56	Clone Test	View Test	View Results	Delete Test	Export to Excel
1101837	08-May-2021 04:11 PM	Combined Test 08/05/2021 16:11	Clone Test	View Test	View Results	Delete Test	Export to Excel
1101830	07-May-2021 05:08 PM	Combined Test 07/05/2021 17:08	Clone Test	View Test	View Results	Delete Test	Export to Excel
1061860	20-Feb-2021 11:10 AM	VR - Verbal Reasoning - TYPE-D : Synonym	Clone Test	View Test	View Results	Delete Test	Export to Excel
1061853	20-Feb-2021 10:50 AM	NVR - Non Verbal Reasoning - 3D Net to Cu	Clone Test	View Test	View Results	Delete Test	Export to Excel
1061851	20-Feb-2021 10:49 AM	Tuesday Homework - NVR - Non Verbal Reasoning - Grids	Clone Test	View Test	View Results	Delete Test	Export to Excel
1061849	20-Feb-2021 10:48 AM	May 1st - VR - Verbal Reasoning - TYPE-J : Rearran	Clone Test	View Test	View Results	Delete Test	Export to Excel
1061846	20-Feb-2021 10:47 AM	May 2nd - NVR - Non Verbal Reasoning - Rotational	Clone Test	View Test	View Results	Delete Test	Export to Excel
1061327	19-Feb-2021 05:24 PM	19th Feb Homework - VR - Verbal Reasoning - TYPE-F : Find th	Clone Test	View Test	View Results	Delete Test	Export to Excel
1061321	19-Feb-2021 05:19 PM	19th Feb #2-NVR - Non Verbal Reasoning - Related Shape	Clone Test	View Test	View Results	Delete Test	Export to Excel

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Figure 21

Click on **View Test** button and it will display a list of all the questions in the test along with the answers and explanations as shown in Figure 22

View Test

Close Review

Question : 1

What is the product of 7, 19 and 16?

2128
 2130
 2121
 2126
 2120

$7 \times 19 \times 16 = 2128$

Question : 2

What is the Place Value of Five in 2038045?

Thousands
 Hundred-Million
 Ten-Thousands
 Million
 Units

Figure 22

Deleting tests

For deleting a test click on **Delete** button.

Clone tests

The system allows an existing test created by a tutor to be cloned.

Export test results to Excel

To Export All Student Results to Excel, click on the **Export to Excel** button in the grid view listing all the Student accounts (see Figure 21). This will automatically export all the students results to an Excel spreadsheet in your Download area.

Favourites

This functionality allows a Tutor to mark a Test as a Favourite (or bookmark). This may be useful if continuously clone a Test for different students.

To mark a Test as a Favourite, click the small “Thumbs Up” symbol next to the Test Id. The icon will show as yellow if it is a Favourite. Clicking on it again will turn it off (not a favourite).

Existing Tests

Test Id	Creation Date	Description
 1102300	17-May-2021 04:58 PM	Combined Test 17/05/2021 17:58
 1102184	16-May-2021 02:25 PM	Combined Test 16/05/2021 15:18
 1102068	16-May-2021 02:23 PM	Combined Test 16/05/2021 15:18
 1101837	08-May-2021 04:11 PM	Combined Test 08/05/2021 16:11
 1101830	07-May-2021 05:08 PM	Combined Test 07/05/2021 17:08

Figure 22A

Any test marked as a Favourite will be also visible in the “Favourites” tab. To remove a favourite, click the icon so that it turns grey. Upon the next refresh of the page the test will not be visible as a Favourite.

Your Favourites

Test Id	Creation Date	Description					
 1101837	08-May-2021 04:11 PM	Combined Test 08/05/2021 16:11	Clone Test	View Test	View Results	Delete Test	Export to Excel
 1101830	07-May-2021 05:08 PM	Combined Test 07/05/2021 17:08	Clone Test	View Test	View Results	Delete Test	Export to Excel
 1061853	20-Feb-2021 10:50 AM	NVR - Non Verbal Reasoning - 3D Net to Cu	Clone Test	View Test	View Results	Delete Test	Export to Excel
 1061849	20-Feb-2021 10:48 AM	May 1st - VR - Verbal Reasoning - TYPE-J : Rearran	Clone Test	View Test	View Results	Delete Test	Export to Excel

Page 1 of 1

Figure 22B

Viewing Student Tests

All tests **Submitted** by Students are available to the Tutor to review. The Tutor can look at the resulting marks and review to see which questions the student got wrong.

To view test scores for tests submitted by Students, log-in as the Portal Tutor and select the **Existing Tests** from the main menu tab on the Test Management page. Then select the **View Results** tab of any test to view the report shown in Figure 23.

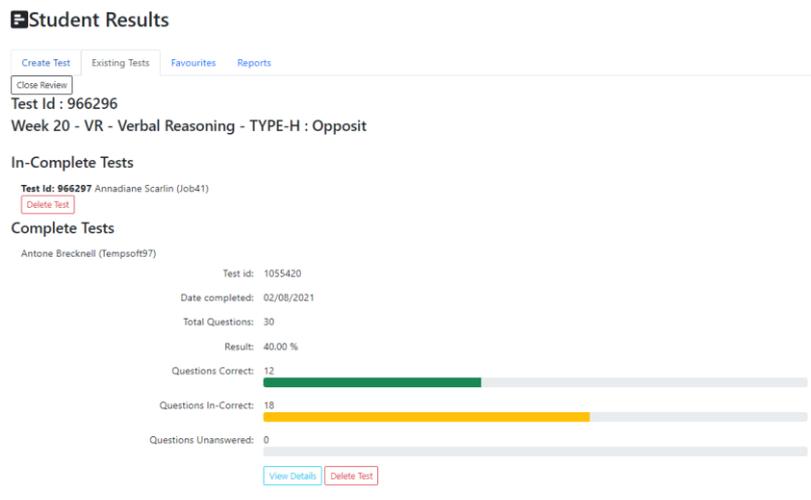


Figure 23

To view an Individual student score, click on the **View Details** button as show in Figure 24. This will produce a report shown in Figure 25. Click **Close Review** at the bottom to return to the previous page.

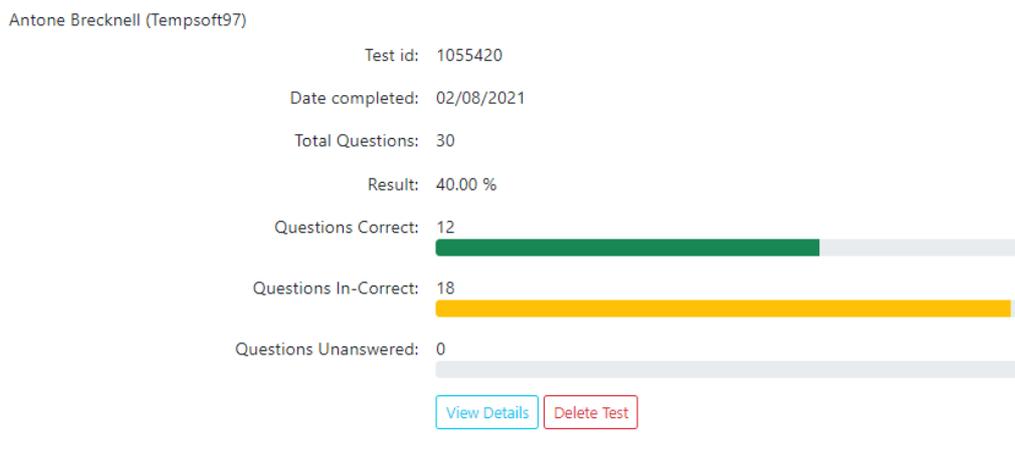


Figure 24

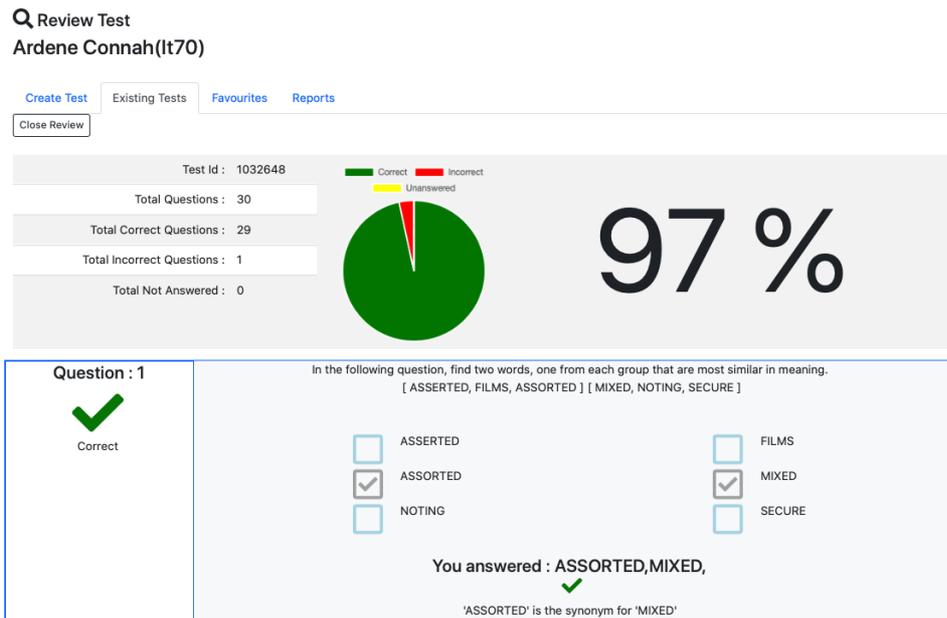


Figure 25

Delete an individual Student test

To delete an individual test, click on the **Delete Test** button as shown in Figure 23 and Figure 24. This will only delete the individual student test.

Reports

A detailed review of student performance is available by selecting the **Reports button** from the main menu tab on the Test Management page.

The student reporting function allow tutors to understand a student performance on the following metrics.

- **Question type analysis**, showing the percentage of questions answered correctly, incorrectly or unanswered by subject type.
- **School and Peer comparison**, showing a chosen student's overall mean average performance score on all questions, compared to their tutor group and archive of scores from students seeking to attend the chosen grammar school.
- **Student Performance Pie Chart showing** a chosen student's overall percentage of questions answered correctly, incorrectly or unanswered. This is compared to the student's result in their last 10 tests and their tutor group.

- **Student Performance Radar** showing a chosen student's overall mean average performance score on all questions by subject type compared to their tutor group.
- **Student Performance by Subject Pie Chart**, showing a chosen student's overall percentage of questions answered correctly, incorrectly or unanswered by subject.

For each report type the tutor must choose either the student or the comparison school from the dropdown menu to reveal the reports shown in Figure 26 (A – E).



The graph above shows the percentage of questions answered correctly, incorrectly or unanswered by subject type.

Figure 26 A



The graph above shows a chosen student's overall mean average performance score on all questions, compared to their tutor group and archive of scores from students seeking to attend the chosen grammar school.

Figure 26 B

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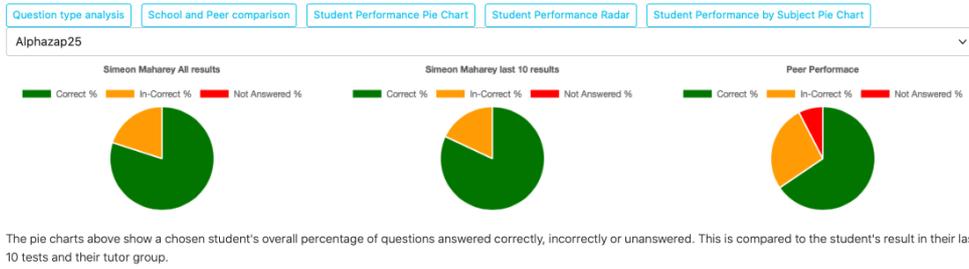


Figure 26 C

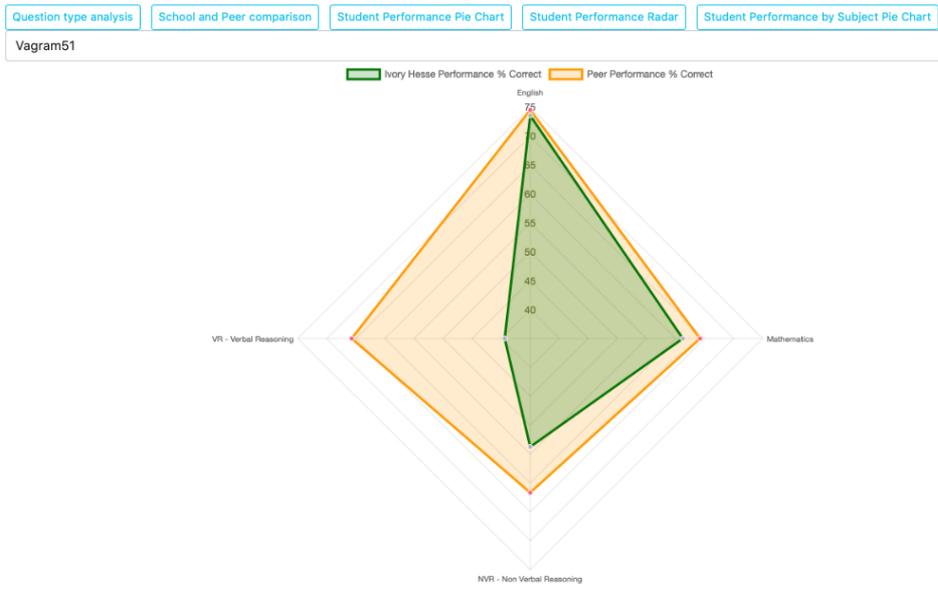


Figure 26 D

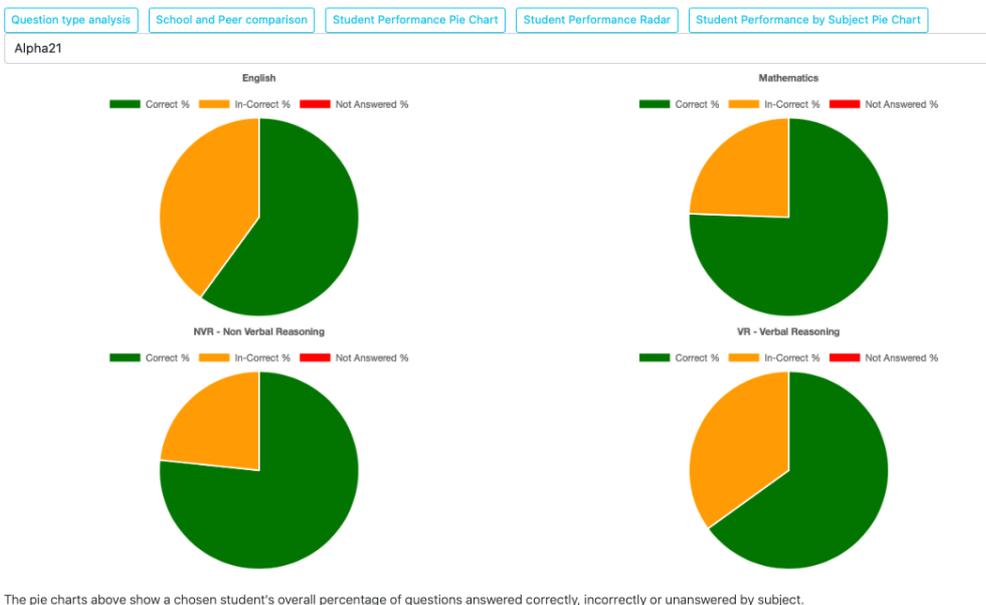


Figure 26 E

Login as Student

When a student logs in then can view their assigned tests wither in-progress or new and those they've submitted. They can also view their reports and any documents the Tutor have made available for them to download.

Attempt Tests

To Attempt tests, log-in as the Student and select the **In-Progress and New** tab from the **Student Tests** menu. See in Figure 27.

🏠 In Progress Test

Create Test In-Progress and New Submitted Tests Reports

Test Id	Creation Date	Description	Status
1102112	17-May-2021 05:58 PM	Combined Test 17/05/2021 17:56	New Attempt Test Submit Test Delete Test
1101925	08-May-2021 04:11 PM	Combined Test 08/05/2021 16:11	New Attempt Test Submit Test Delete Test
1099548	02-May-2021 04:55 PM	2nd May 2021 - VR - Verbal Reasoning - TYPE-I : Complet(Cloned 02/05/21 04:55)	New Attempt Test Submit Test Delete Test
1096333	25-Apr-2021 04:50 PM	25th April - Mathematics - Statistics(Cloned 25/04/21 04:49)	New Attempt Test Submit Test Delete Test
1096304	25-Apr-2021 04:49 PM	Saturday Morning - NVR - Non Verbal Reasoning - Shape codes(Cloned 25/04/21 04:49)	New Attempt Test Submit Test Delete Test
1091291	18-Apr-2021 04:51 PM	18th April #1 - VR - Verbal Reasoning - TYPE-B : Find th(Cloned 18/04/21 04:50)	New Attempt Test Submit Test Delete Test
1091262	18-Apr-2021 04:50 PM	18th April #2 - VR - Verbal Reasoning - TYPE-O : Complet(Cloned 18/04/21 04:50)	New Attempt Test Submit Test Delete Test
1091233	18-Apr-2021 04:49 PM	18th April #3 - English - Random Selection(Cloned 18/04/21 04:49)	New Attempt Test Submit Test Delete Test

Page 1 of 1

Figure 27

To attempt a test, click on the **Attempt Test** button and a test will appear as in Figure 28.

AB Attempt Test

Create Test In-Progress and New Submitted Tests Reports

Question ID: 57914
Test ID: 1102215
00:00:40

01 02 03
04 05 06
07 08 09
10 11 12
13 14 15
16 17 18
19 20 21
22 23 24
25 26 27
28 29 30

Answered

Look at the shapes below. One of the shapes is most unlike the others. Choose which one.

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A B
 C D
 E

Question 18 of 30 [Save Test](#) [Submit Test](#)

© - QE Tutor2 - [Privacy](#)

Figure 28

The number of questions for this test will appear. A Student can select one or more answers for each question. **Next** button used to go to next question and **Previous** button used for previous question. Student can go directly any questions by clicking on the number button as shown on the left-hand side of Figure 28.

To save the test click on the **Save Test** button and A student can continue a test if it's not submitted.

To Submit a test click on **Submit Test** button which complete the test as per Figure 29. The student will be asked if they wish to see their test result or start a new test.

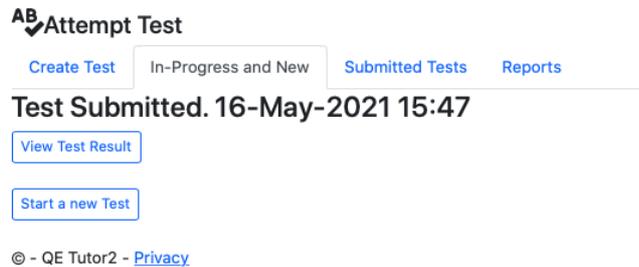


Figure 29

If a Test has an InProgress status then **Attempt Test** and **Submit Test** button will display. If the status is New then **Attempt Test** button will display.

Viewing Student Submitted tests

To View tests, select the **Submitted Tests** tab from the **Student Tests** menu as shown below in Figure 30

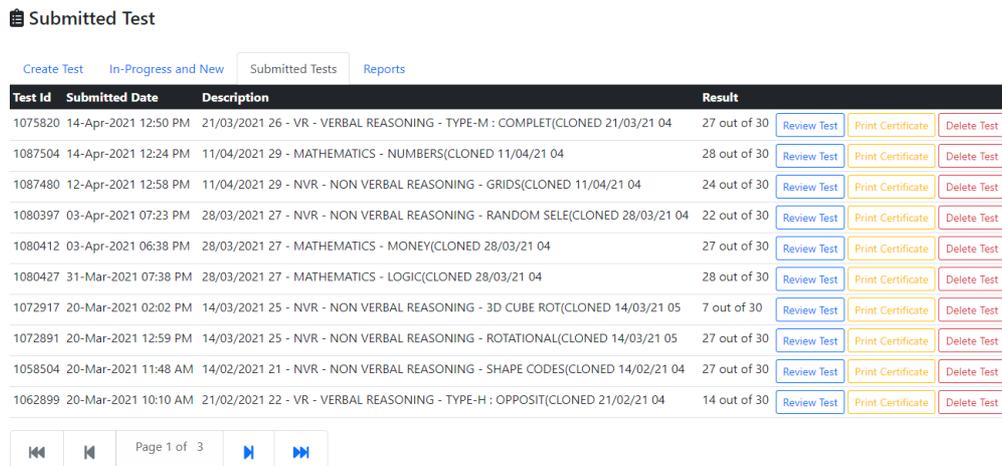


Figure 30

Review the completed tests on clicking the **Review Test** button. It will display a list of all the questions in the test along with the wrong answers, correct answer and explanations as shown below in Figure 31.

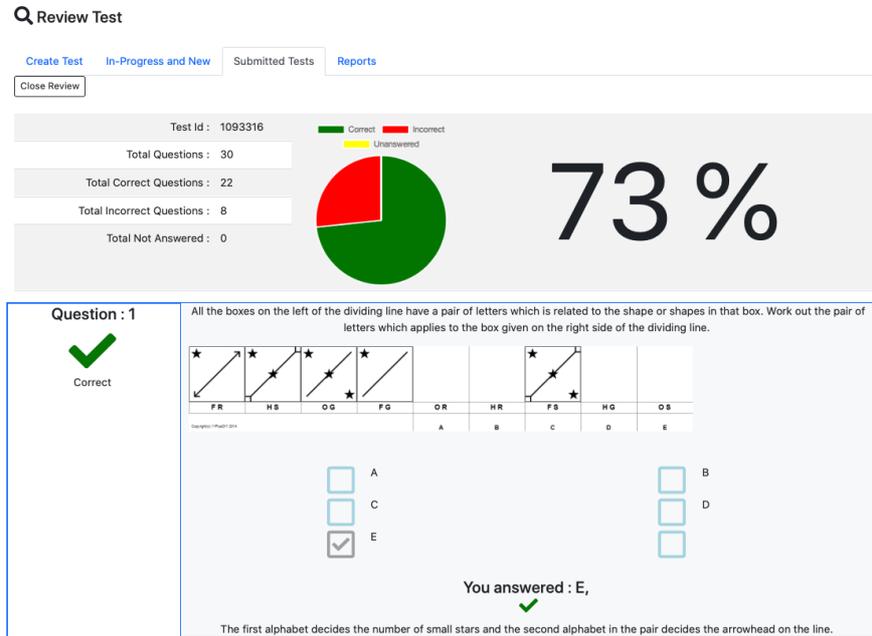


Figure 31

For print certification of the test click on **Print Certificate** button.

Generating Tests as a Student

Login as student and if the tutor has configured for create tests for the student, then the student can create tests. To create tests, select the **Create Tests** tab from the **Student Tests** menu as shown below in Figure 37

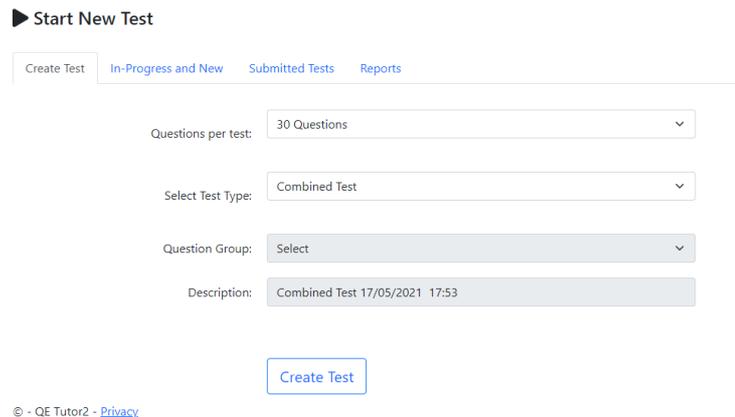


Figure 37

Select a specific subject, use the **Select Subject** dropdown list and then select type of question from **Question type** dropdown. Next, select questions per test to 30 or 50 questions. Once all the fields are completed, click on the **Create Test** button and confirmation message with display as shown below in Figure 38.

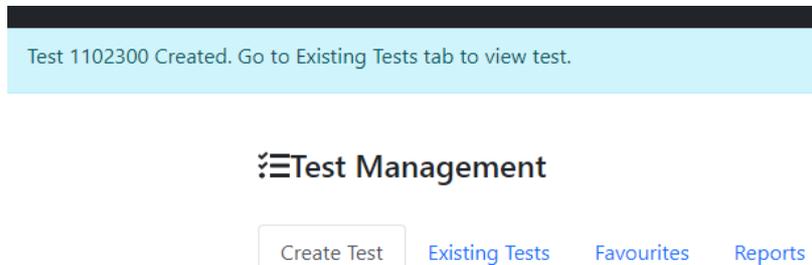


Figure 38

Reports

A detailed review of student performance is available to students by selecting the **Reports button** from the main menu tab on the Test Management page.

The student reporting function allow students to understand performance on the following metrics.

- **Question type analysis**, showing the percentage of questions answered correctly, incorrectly or unanswered by subject type.
- **Last 20 Tests**, showing the student's overall mean average performance over the last 20 tests completed.
- **Student Performance Radar** showing a chosen student's overall mean average performance score on all questions by subject type compared to their tutor group.
- **Student Performance by Subject Pie Chart**, showing a chosen student's overall percentage of questions answered correctly, incorrectly or unanswered by subject.

For each report type the tutor must choose either the student or the comparison school from the dropdown menu to reveal the reports shown in Figure 39 (A – D).



Figure 39 A

The graph above shows the percentage of questions answered correctly, incorrectly or unanswered by subject type.

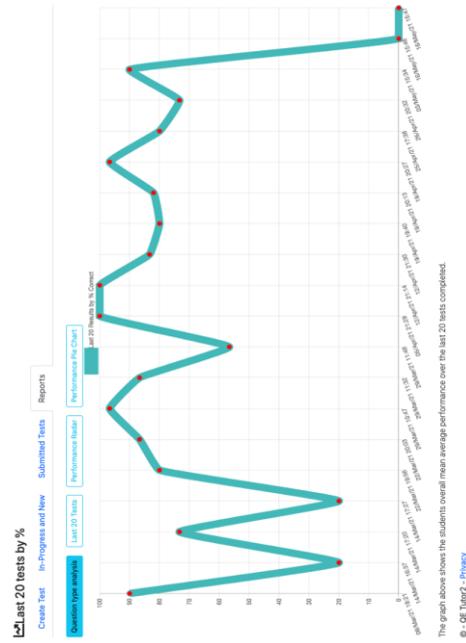


Figure 39 B

The graph above shows the students overall mean average performance over the last 20 tests completed.



Figure 39 C

The radar chart above shows a chosen student's overall mean average performance score on all questions by subject type compared to their tutor group.

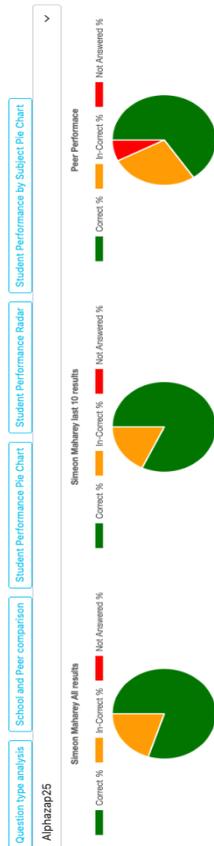


Figure 39 D

The pie charts above show a chosen student's overall percentage of questions answered correctly, incorrectly or unanswered. This is compared to the student's result in their last 10 tests and their tutor group.

Revision History

Version	Date	Revision Description
1.0	01 Nov 2010	Initial Release
2.0	01 Dec 2014	Amended document
3.0	15 Jan 2015	Amended document
4.0	15 May 2021	Full review and amendment
4.3	24 Sept 2021	additional updates to include delete button for individual student tests.
4.5	26 Sept 2021	Added bulk user deletion.